

**UNITED STATES DISTRICT COURT  
NORTHERN DISTRICT OF CALIFORNIA**

**APPLICATION FOR REFUND (USDC-CAND PAY.GOV)**

**PAY.GOV TRANSACTION DETAILS**

**IMPORTANT:**

- Complete all required fields (shown in red\*); otherwise, your request may be denied and require resubmission.
- In fields 3-6, enter the information for the **incorrect** transaction (the one for which you are requesting a refund), not the **correct** transaction that appears on the docket. This information can be found in the Pay.gov screen receipt or confirmation email.

1. Your Name: <sup>*</sup>	7. Your Phone Number:
2. Your Email Address: <sup>*</sup>	8. Full Case Number (if applicable):
3. Receipt Agency Tracking ID: <sup>*</sup>	<b>9. Fee Type:<sup>*</sup></b> <input type="checkbox"/> Attorney Admission <input type="checkbox"/> Civil Case Filing <input type="checkbox"/> Audio Recording <input type="checkbox"/> Notice of Appeal <input type="checkbox"/> Pro Hac Vice <input type="checkbox"/> Writ of Habeas Corpus
4. Transaction Date: <sup>*</sup>	
5. Transaction Time: <sup>*</sup>	
6. Transaction Amount (Amount to be refunded): <sup>*</sup>	
10. Reason for Refund Request: <sup>*</sup> Explain in detail what happened to cause duplicate charges or no fee required.	
<ul style="list-style-type: none"> <li>▪ For a duplicate charge, provide the <b>correct</b> receipt number in this field.</li> <li>▪ If you paid a filing fee in an abandoned case number, note that case number here (but e-file the refund request in the <b>open</b> case).</li> </ul>	

✓ **Efile this form using OTHER FILINGS → OTHER DOCUMENTS → APPLICATION FOR REFUND.**

View detailed instructions at: [cand.uscourts.gov/ecf/payments](http://cand.uscourts.gov/ecf/payments). For assistance, contact the ECF Help Desk at 1-866-638-7829 or [ecfhelpdesk@cand.uscourts.gov](mailto:ecfhelpdesk@cand.uscourts.gov) Monday -Friday 9:00 a.m.-4:00 p.m.

FOR U.S. DISTRICT COURT USE ONLY	
Refund request:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Denied — Resubmit amended application (see reason for denial)
Approval/denial date:	Request approved/denied by:
Pay.gov refund tracking ID refunded:	Agency refund tracking ID number:
Date refund processed:	Refund processed by:
Reason for denial (if applicable):	
Referred for OSC date (if applicable):	